GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Municipal Administration & Urban Development – Positioning of Ward Volunteers @ one for around 100 households in all the Urban Local Body (ULB) areas in the State to ensure leak proof implementation of Government Programmes / Schemes – orders – issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (UBS) DEPARTMENT

G.O.MS.No. 201 **Dated: 23-06-2019**

Read:-

From the Commissioner & Director of Municipal Administration, Andhra Pradesh Guntur, Roc. No.20026/178/2019/A1, dated 23.06.2019.

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O R D E R:

Government is committed to revamp delivery systems in the State with an aim to improve living standards of the people through the concept of **NAVARATHNALU** as core theme of governance. In order to operationalize Navarathnalu, Government intends to deploy Ward Volunteers in Urban areas for delivering Government Services **at door step of all eligible households irrespective of Caste / Creed / Religion / Gender and political affiliation**. This system will ensure **leak proof implementation of Government Programmes / Schemes.** The objective of positioning Ward Volunteers is to ensure timely and transparent services, **to eliminate the corruption at all levels of administration.** Ward Volunteers will identify the problems being faced by anybody in his jurisdiction and the same will be brought to the notice of Municipal Body and then get them resolved.

2. Accordingly, the Commissioner & Director of Municipal Administration, has submitted proposals on procedure for selection, imparting training and positioning of the Volunteers and requested to permit for commencing the process for selecting Ward Volunteers @ one for around 100 households in all the ULB areas in the State **by 15th August, 2019**. Further, he has also requested to sanction an amount of Rs.32 lakhs (Rupees thirty two lakhs only) towards Recruitment cost, Rs.3.44 Crores (Rupees three crores and forty gour lakhs only) towards Training Cost and Rs.243.00 Crores (Rupees two hundred and forty three crores only) towards Honorarium per annum for payment of honorarium to positioned volunteers @ Rs.5,000/- per volunteer per month. He has formulated the following guidelines for positioning of Ward Volunteers.

I. **NOTIFICATION:**

The Notification shall be issued in Two Telugu Daily News Papers (In Telugu) by the District Collectors concerned.

II. **NUMBER OF VOLUNTEERS:**

The Number of volunteers for each ULB area shall be arrived by the respective ULB Commissioners under the supervision of District Collectors.

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III. **ELIGIBILITY:**

The applicant preferably belong to the ULB for which she / he is applying.

IV. **EDUCATIONAL QUALIFICATIONS:**

The applicant must pass Degree or its equivalent exam.

V. **RESERVATION:**

The Rule of reservation is applicable as per the rules in vogue. 50% of posts within each category may be considered for women. **ROR** will be applicable considering ULB area as a unit.

VI. **AGE:**

The applicant shall have 18 years of age as on 30-06-2019 and shall have not exceeded 35 years.

VII. **HOW TO APPLY:**

The candidates shall apply online through Website link

http://wardvolunteer.ap.gov.in.

VIII. **METHOD OF SELECTION:**

All eligible applicants shall be called for interview by the Selection Committee consisting of Municipal Commissioner, Tahasildar and PO / TMC, MEPMA. The letter of engaging the services of selected Ward Volunteers will be issued by the Chairman of the Selection Committee, i.e., the Municipal Commissioner.

IX. **HONORARIUM:**

The selected applicants will be engaged as Ward volunteers by ULB on monthly honorarium basis for the services rendered. Each volunteer will be paid performance based honorarium of Rs.5,000/- per month.

X. **TRAINING:**

Two days induction training will be imparted to all selected volunteers at the ULB Level.

XI. **POSITIONING**:

Positioning and Commencement of work by Ward Volunteers in the Wards of the ULBs in the State shall starts from **15th August, 2019.**

XII. **ROLES AND RESPONSIBILITIES OF VILLAGE VOLUTEERS:**

Roles and Responsibilities of Ward Volunteers will be determined by the Commissioner& Director of Municipal Administration, AP, Guntur

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XIII. **MAPPING OF WARD FOR VOLUNTEERS:**

Mapping and dividing the Ward into Territorial Units @ 1 unit for around 100 Households, contiguously, will be done by the committee consisting of Municipal Commissioner, Tahasildar and PO / TMC, MEPMA. Number of Households in a Territorial Unit can be increased suitably in case of Apartments / Multi-storeyed buildings or Substantial APL population concentration in an area.

XIV. **REVIEW MECHANISM / PERFORMANCE APPRAISAL:**

Municipal Commissioner will monitor the performance of Ward volunteers at frequent intervals.

XV. **PERFORMANCE APPRAISAL COMMITTEE-CUM-GRIEVANCE CELL:**

Performance appraisal at District Level will be done by the District Collector as Chairman.

XVI. **PROVISION FOR DISCHARGE:**

Any Ward Volunteer who is not able to provide satisfactory services shall be discharged from the duties.

XVII. **TENTATIVE TIME LINE:**

1	Notification inviting applications	24-06-2019
2	Receipt of application	24-06-2019 to 05-07-2019
3	Scrutiny of applications	By 10-07-2019
4	Interviews by Selection Committee	11-07-2019 to 25-07-2019
5	Intimation letters to selected Volunteers.	01-08-2019
6	Induction and training programme	05-08-2019 to 10-08-2019
7	Positioning of volunteers	**15-08-2019**

3. Government after careful consideration of the proposal, hereby permit the Commissioner & Director of Municipal Administration, AP, Guntur to take necessary action as stated supra for placing one Volunteer for around 100 households by 15th August, 2019 and to incur expenditure for recruitment process and training along with payment of honorarium. The positioned Ward volunteer shall be paid honorarium @ Rs.5,000/- per month. Training shall be imparted to all volunteers. The Commissioner & Director of Municipal Administration is requested to issue detailed guidelines in the matter immediately.

4. This order is issued with the concurrence of the Finance Department, vide their U.O.No.FMU0MISC/426/2019-FMU-EFS-MAUD (Computer No.917552), dated 23.06.2019.

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5. A copy of this order is available in the Internet and can be accessed at address: http://www.goir.ap.gov.in.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

J. SYAMALA RAO
SECRETARY TO GOVERNMENT

To
The Commissioner& Director of Municipal Administration, AP., Guntur.
Copy to:
The PS to Additional Secretary to Chief Minister, AP Secretariat, Velagapudi,
The PS to Chief Secretary to Government, AP Secretariat, Velagapudi
The PS to Minister for Municipal Administration and Urban Development.
The PS to Secretary, MA&UD Department, Secretariat, Velagapudi.
SF/SC

// FORWARDED BY ORDER //

RESEARCH OFFICER.